Annual packet of public library certifications now available

Every year Missouri public libraries must complete a series of state aid certifications and informational reports, and the forms for the FY-2006 year are now available from the State Library. All eligible libraries will receive a packet in the mail over the next few days and all forms are on the State Library's Certifications Web page.

There are several different certifications and report requirements in this year's packet. The most extensive section of the packet is the state aid certification documents. While copies of these forms are in the packets, fillable pdf versions are available on the State Library's Web site. Certification forms are due June 30, 2005.

For those libraries with significant changes to their computer networks, a technology plan update explaining those changes is required. If a public library did not submit a technology plan last year, a complete plan should be submitted this year. If a library submitted a plan last year and had no change to their network, an update form is still required. Technology plans are required for libraries across the state to receive e-rate discounts through the REAL Program. The forms are due June 17, 2005.

The State Library has also released the 2006 compliance certification regarding public computer access by minors at libraries. The form confirms that public libraries will comply with the Internet filtering requirements found in RSMo 182.825 and RSMo 182.827, and is due on June 17, 2005.

The 2005 summer reading program evaluation will help the State Library plan for future children's and teen summer reading programs. After libraries have completed their activities, they can complete the form online by September 9, 2005.

Last year the annual library statistical survey was collected with the online Bibliostat Collect program. Missouri will use Bibliostat Collect again this year and the 2005 survey will be available starting September 15, 2005. The deadline for submitting data is October 21, 2005, and all libraries must submit their data online. Libraries without Internet access or open fewer than 30 hours per week will be allowed to submit their statistical report by mail.

An online schedule of documents to file with the State Library has been posted to help you sort through the various forms, and questions about any of the forms or reporting process should be directed to the library development division, (800) 325-0131.

Web-based learning on e-metrics data

Libraries providing more and more digital library services and resources to patrons may wonder how to accurately measure the use, impact and benefit of those services. The Information Institute at Florida State University now offers EMIS (E-metrics Instructional System), a free, web-based instructional system that includes tutorials on selected e-metrics (measures of library networked services and resources). EMIS includes information on how to:

- Select the best e-metrics for your library
- Collect and analyze e-metrics
- Use e-metrics for advocacy purposes
- Present e-metrics data to library boards, potential funders, and others.

   EMIS also includes links to useful resources and a number of other items to assist your library understand the uses of its online resources. Visit the EMIS Web site for additional information or contact John Bertot.

To be placed on the e-mail list to receive *Newsline Extra* or to unsubscribe, contact the Missouri State Library at 800-325-0131, ext. 8, or e-mail holly.dentner@sos.mo.gov.

Newsline Extra will be archived for six months on the State Library's Web site at http://www.sos.mo.gov/library/newsline_extra/.

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